

Behaviour Management Policy



Revision	Authorised by	Adopted by	Date
V1		Mr Parry	5-7-24
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V3		Mr Parry	3-09-2026

Revision	Date	Description of Changes
V2	18-09-2025	Added creative to the list of skills
V3	3-09-2026	Use of Arbor added to policy

Signed: _____ Date: _____ Chair of Governors

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Aims and Objectives:

Unconditional positive regard – Seeing a person as human and loveable, refraining from judging their decisions, and graciously giving them space to be within healthy respectful boundaries created out of care.
Carl Rogers

At Swanwick School and Sports College we firmly believe that school should be a happy and safe place for pupils to learn. Our ethos at Swanwick School and Sports College is 'Enjoy, Achieve, Exceed' and through this we endeavour to create an environment that encourages positive behaviour. We aim to develop pupils into individuals that are:

- Independent
- Confident
- Tolerant and respectful
- Resilient
- Adaptable
- Creative
- Able to make a positive contribution to society
- Content

We also aim to:

- Develop communication skills that children need to become confident and competent communicators in all opportunities their life has to offer them.
- Offer opportunities for pupils to achieve to their full potential - both academically and socially.
- Enable the children to make the 'right choices' in terms of their actions and reactions.
- Develop a caring and positive attitude towards others, the environment and property.
- Promote opportunities for pupils to develop feelings of self-worth and raise self-esteem.
- Provide an innovative and exciting curriculum, tailored to meet individual learning styles that inspires independent working skills, investigative thinking and reflective learning.
- Deliver an educational climate which promotes mutual respect, provides appropriate role models and opportunities for personal development.

Strategies:

- To establish accepted and consistent patterns of behaviour agreed throughout the whole school community.
- Use positive language at all times and act as good role models.
- Everyone is expected to consistently support the school ethos, routines and policies for the mutual benefit and safety of all concerned
- Good relationships and communication fostered between home and school, staff and pupils are of the greatest importance.
- Everyone must be treated as being of equal value in what they bring to school and contribute, regardless of gender, religion, cultural or ethnic background and positive stereotypes where appropriate should be actively promoted.
- The school takes an adaptive approach to school behaviour. It does not promote a 'one size fits all' policy and the way strategies are employed will be different based on the needs of the individual.

- We expect pupils to accept responsibility for their own actions.
- The school employs structures and systems that recognise and praise excellent work and behaviour. This is achieved through the use of our online positive behaviour system Epraise.
- Everyone is expected to be aware of the effects of bullying and racism on the school community. Cases must be reported, investigated and promptly dealt with. Such incidents should be recorded and then dealt with by the Senior Leadership Team.
- Orderly behaviour is important to maintain a calm secure atmosphere and ensure safety for all concerned. This includes during transitions around the school site between lessons. It is the collective responsibility of all members of staff to consistently praise appropriate behaviour and to address inappropriate behaviours they may encounter around school.
- Managing pupil behaviour is not simply about responding to inappropriate behaviour, but about creating conditions that will encourage positive behaviour. Rules, rewards and sanctions should be stated positively; clearly and specifically; few and comprehensive; understood by all pupils and frequently reinforced in a positive way.

Members of the Senior Leadership Team worked alongside School Council to produce our Behaviour Values document which details what is expected of any pupil who attends Swanwick School and Sports College. This document is displayed in every classroom around school so every pupil knows the standard of behaviour that we expect at Swanwick School and Sports College.

Our Behaviour Values document can be seen below:



The Role of Staff:

- All teachers, support staff and lunchtime supervisors, share a collective responsibility for promoting good behaviour and managing behaviour problems positively.

- Staff will actively promote our school ethos of Enjoy, Achieve, Exceed and our learning heroes in their interactions with pupils.
- All staff should work positively to develop a wide range of supportive relationships with children and each other.
- Where a pupil's behaviour is concerning, they should inform parents every time and take the lead in having reflective dialogue with pupils.
- Plan lessons which include, challenge and meet the needs of all learners.
- Staff will actively seek to praise pupils in public and sanction in private. Whilst showing unconditional positive regard towards pupils at Swanwick School and Sports College.
- Seeking the help, advice and co-operation of other colleagues is a positive, professional means of ensuring that behaviour management is seen as the collective responsibility of all members of Swanwick School and Sports College. Teachers and teaching assistants are advised to seek help and support from the School's Leadership Structure when they have concerns about the behaviour of a child.
- All staff need to be aware of individuals; rights and responsibilities when dealing with behaviour. All serious incidents must be referred to the Senior Leadership Team.
- Never walk past a pupil who is not upholding the positive behaviour values of Swanwick School and Sports College.

Celebrating Pupil Achievements:

At Swanwick School and Sports College we always look to celebrate and acknowledge good behaviour and pupil achievements. We do this using an online system Epraise. Pupils are rewarded Epraise points which they can then use as a form of digital currency to purchase prizes from the online store and enter reward trip competitions.

Pupils are awarded points linked to our 8 learning hero characteristics that staff promote each day as the attributes we wish for students to display. These characteristics are as follows:

- Communication
- Bravery
- Independence
- Knowledge
- Creativity
- Resilience
- Responsibility
- Teamwork

Each characteristic has relevant fiction and non-fiction persons linked to them as examples to pupils of individuals who have displayed that characteristic. These persons are selected by the school council and reviewed on an annual basis. Artworks displaying our learning heroes are displayed in every classroom.

Twice per half term we have a celebration assembly for the entire school. We celebrate pupils who have achieved the most Epraise points for each of our learning hero characteristics. We also celebrate pupils achieving certain milestone point totals on our Epraise system. One of our assemblies each term is dedicated to class superstars which celebrates pupils who have gone above and beyond and met our school ethos of Enjoy, Achieve, Exceed.

Dealing with Behavioural Issues:

Our Behaviour Pathways will be used as our primary means of behaviour management consistently across the school. Children not complying with classroom expectations may find themselves moving through the behaviour pathway. It is expected that every attempt to de-escalate a classroom situation, in line with team teach principals, is taken before sanctions are imposed.

- *First Warning: Formal warning after students have been verbally told about their behaviour and given a choice and time to correct it*
- *Second Warning: A catch up session of 15 minutes will be allocated if there is no improvement in the pupil's behaviour following a first warning.*
- *Last Warning: - A catch up session of 30 minutes will be allocated if there is no improvement in the pupil's behaviour following a second warning.*

Catch up sessions are logged on our behaviour tracker which is managed/monitored by the Senior Leadership Team. Catch up sessions take place during the subsequent lunchtime and are supervised by a teacher and teaching assistant.

If 3 catch up sessions are triggered during a half term then the Senior Leadership Team will conduct an after-school detention with the pupil. Once complete a range of intervention measures to help redress any behaviour concerns will be attempted. This will include meetings and conversations with parents/carers.

Staff will record all incidents that cause concern. Incidents will be logged on Arbor under a pupils behaviour incidents chronology. Details of the concern and the actions that the staff member has taken will be recorded and be available to share with relevant stakeholders. All logged behaviour incidents will be closely monitored by a member of the Senior Leadership Team. If appropriate intervention has not rectified behaviour concerns, then parents/carers will be informed/consulted and a report or IBP (Individual Behaviour Plan) will be put into place to support behaviour issues. The IBP will have specific targets and measured outcomes over the course of half a term to help re-dress any concerns. Any behaviour interventions will be reported in the academic notes section of a pupils Arbor profile.

Serious misbehaviour (*e.g. abuse/damage towards staff/pupils, property or cultures, swearing, fighting*) is very rare at Swanwick School and Sports College. Such behaviour would mean the pupil would be placed into a lunchtime catch up session and parents/carers are notified immediately by the member of staff issuing the sanction. We contact parents/carers to ensure a consistent dialogue between home and school.

We do recognise that there are usually contributing factors to this behaviour, but variation from the appropriate sanctions is rare. We allow for differentiation of sanctions where appropriate. This is to reflect different levels of culpability (or fault) and pupil need, while maintaining consistency and fairness of the treatment of pupils.

We will always endeavour to praise pupils publicly and sanction in private.

Break and Lunchtimes:

To promote positive behaviours on the during break and lunchtimes the following actions should be taken:

- Staff on duty, be on the playground at the beginning of playtime we also operate a Senior Leadership Team duty rota ensuring that senior staff are always visible throughout lunch/break times.
- All pupils should be supervised onto the play areas and staff should stay with their key stage where appropriate.
- If staff members on duty are unable to complete their duty on a particular day they should arrange a swap with another member of staff.
- Staff members on duty should patrol a designated area of the playground.
- In the event of a 'wet break' pupils will remain in their classroom being supervised by their class teacher and teaching assistant.
- All teaching staff should be available at the end of playtime to supervise the children into class.
- Most minor misdemeanours can be adequately dealt with by the teachers on duty. However, more serious behaviour problems may be reported to the class teacher, or any of the Senior Leadership Team.

Physical Intervention:

Swanwick School and Sports College maintains that physical intervention should only be used as a last resort, the final element of a process aimed at the prevention and management of behavioural difficulties.

Staff would only need to intervene physically to restrain a pupil or to prevent injury to a pupil, or if a pupil is in danger of hurting him/herself.

All teachers and teaching assistants at Swanwick School and Sports College have received Team Teach Training. This training enables those staff to undertake physical intervention when necessary in the safest way possible, for all involved in that eventuality. Training for staff will be revisited and undertaken as necessary i.e. when new staff joins our school.

The positive behaviour management strategies that Team Teach develops and promotes emphasise team building, personal safety, communication, and verbal and non-verbal de-escalation techniques for dealing with challenging behaviour which reduce the need for physical intervention. As a last resort, we also teach positive handling techniques to resolve conflicts in ways that are safe, and which provide opportunities for repair and reflection for everyone involved.

Communication and Parental Partnership:

The school works collaboratively with parents/carers so children receive consistent messages about how to behave. We aim to build a supportive dialogue between the home and the school. We inform parents/carers immediately if we have concerns about their child's welfare or behaviour.

If parents/carers have any concern about the way that their child has been treated, they should initially contact the class teacher. If the concern remains, they should contact the Headteacher, and if still unresolved, the school governors. If these discussions cannot resolve the problem, a formal grievance or appeal process can be implemented.

Nearly all parents/carers say their child feels safe at Swanwick School and Sports College. One of the reasons for this is that we do not tolerate bullying of any kind. If we discover that an act of bullying or

intimidation has taken place, we act immediately to stop any further occurrences of such behaviour. We have specific guidance to follow if an incident of bullying (including cyber-bullying) or racism occurred.

Anti-Bullying:

Bullying can happen in any school. At Swanwick School and Sports College, it is extremely rare. We have principles and roles in place to ensure that bullying is quickly stopped.

BULLYING IS NEVER ACCEPTABLE

At Swanwick School and Sports College we define bullying as follows:

- Hurt has been deliberately/knowingly caused (physical/emotional).
- It is a repeated incident or experience or the involvement of a group.
- Involves an imbalance of power: target feels he/she cannot defend him/herself or perpetrator/s exploiting their power (*size, age, popularity, coolness, abusive language, labelling/name calling. etc.*)

Our school is a safe and secure environment where everyone can learn without anxiety. Bullying is wrong and damages children's social and/or emotional health. We therefore do all we can to prevent it by sustaining a positive, happy and healthy whole school ethos in which bullying is regarded as unacceptable.

As a school community in order to prevent, identify and respond to bullying we will:

- Create and support an inclusive environment which promotes a culture of mutual respect, consideration and care for others which will be upheld by all.
- Work with staff and outside agencies to identify all forms of prejudice-driven bullying.
- Actively provide systematic opportunities to develop pupils' social and emotional skills, including their resilience.
- Provide a range of approaches for pupils, staff and parents/carers to access support and report concerns.
- Challenge practice which does not uphold the values of tolerance, non-discrimination and respect towards others.
- Consider all opportunities for addressing bullying in all forms throughout the curriculum and supported with a range of approaches such as through displays, assemblies, peer support and the school/student council.
- Regularly update and evaluate our approaches to take into account the developments of technology and provide up-to-date advice and education to all members of the community regarding positive online behaviour.
- Train all staff including teaching staff, support staff (including administration staff, lunchtime support staff and site support staff) and pastoral staff to identify all forms of bullying, follow the school policy and procedures (including recording and reporting incidents).
- Proactively gather and record concerns and intelligence about bullying incidents and issues so as to effectively develop strategies to prevent bullying from occurring.
- Use a variety of techniques to resolve the issues between those who bully and those who have been bullied.
- Work with other agencies and the wider school community to prevent and tackle concerns.
- Celebrate success and achievements to promote and build a positive school ethos.

The following steps may be taken when dealing with incidents of bullying:

- If bullying is suspected or reported, the incident will be dealt with immediately by the member of staff who has been approached.
- A clear and precise account of the incident will be recorded and given to the Senior Leadership Team.
- The Senior Leadership Team will interview all concerned and will record the incident.
- Teachers/Form Tutors will be kept informed.
- When responding to cyberbullying concerns the school will take all available steps to identify the bully, including looking at the school systems, identifying and interviewing possible witnesses, and contacting the service provider and the police, if necessary. The police will need to be involved to enable the service provider to look into the data of another user.
- Where the bullying takes place outside of the school site then the school will ensure that the concern is investigated and that appropriate action is taken in accordance with the school's behaviour and discipline policy.
- Parents/carers will be kept informed.
- Sanctions will be used as appropriate and in consultation with all parties concerned.
- If necessary and appropriate, the police or other local services will be consulted.

Pupils at Swanwick School and Sports college are encouraged to:

- Include others in their games and groups.
- Not laugh if someone is being bullied.
- Tell staff if they see bullying.
- Never join in with bullying.

Further information regarding the development and application of our anti-bullying culture at Swanwick School and Sports College can be found within our Anti-Bullying Policy.

Protected Characteristics:

At Swanwick School and Sports College we actively promote the protected characteristics in our work with pupils. We teach that respect for people's feelings, culture, background and identity should be given at all times. We work with outside agencies such as our local PCSO's to educate pupils and foster positive relationships within school whatever a person's identity. If prejudiced based bullying takes place in school this should be reported to a senior leader immediately to ensure that it can be quickly stopped.

The Headteacher monitors the effectiveness of staff in promoting community cohesion, positive relationships, educating perpetrators whilst providing support for victims of prejudiced based bullying.